



# SAN FRANCISCO DISTRICT OFFICE CLASS CALENDAR

U.S. Small Business  
Administration

## DECEMBER - 2018

| CLASS  | DATE              | TIME                | COST    |
|--|-------------------|---------------------|---------|
| <b>SBA VOLUNTEER WORKSHOPS - REGISTER ONLINE AT:</b><br><a href="http://SBATRAININGS.EVENTBRITE.COM">SBATRAININGS.EVENTBRITE.COM</a> |                   |                     |         |
| How to Do Business with the State of California  | Wednesday, Dec 7  | 1:00 pm – 4:00 pm   | FREE    |
| Starting a Business in San Francisco   | Wednesday, Dec 12 | 11:00 am – 12:30 pm |         |
| Financing Your Small Business  | Wednesday, Dec 12 | 1:00 pm – 3:00 pm   |         |
| HUBZone and Women Owned Small Business (WOSB) Program Certifications   | Thursday, Dec 13  | 10:00 am – 12:00 pm |         |
| SBA 8(a) Business Development (BD) Certification Program   | Thursday, Dec 13  | 12:30 pm – 2:30 pm  |         |
| Doing Business with Genentech  | Wednesday, Dec 19 | 10:30 am – 12:00 pm |         |
| Franchising 101 – How to Select, Finance, and Operate a Franchise  | Wednesday, Dec 19 | 11:00 am – 12:30 pm |         |
| <b>SCORE – REGISTER ONLINE AT:</b> <a href="http://SANFRANCISCO.SCORE.ORG">SANFRANCISCO.SCORE.ORG</a>                                |                   |                     |         |
| QuickBooks Made Easy   | Tuesday, Dec 4    | 3:00 pm – 5:00 pm   | \$35.00 |
| Do You have the Assertiveness Skills to Run and Lead your Business?  | Friday, Dec 7     | 9:00 am – 12:00 pm  | \$45.00 |
| Corporations and LLCs Offer Different Options  | Tuesday, Dec 11   | 3:00 pm – 5:00 pm   | \$35.00 |
| How to Protect Intellectual Property   | Friday, Dec 14    | 9:00 am – 12:00 pm  | \$45.00 |
| Successful Negotiations Skills Lead to Successful Business!  | Tuesday, Dec 18   | 9:00 am – 12:00 pm  | \$45.00 |
| <b>SAN FRANCISCO SMALL BUSINESS DEVELOPMENT CENTER –</b><br><b>REGISTER ONLINE AT:</b> <a href="http://SFSBDC.ORG">SFSBDC.ORG</a>    |                   |                     |         |
| Effective Communications Skills  | Monday, Dec 3     | 10:00 am – 12:00 pm | FREE    |
| Business Law Basics  | Monday, Dec 10    | 3:30 pm – 5:30 pm   |         |
| From SEO Basics to Making Your Website Ready for 2019 & Beyond   | Tuesday, Dec 11   | 1:00 pm – 4:00 pm   |         |

**Location:** All classes are at the San Francisco SBA Entrepreneur Center, 455 Market St., Suite 600, San Francisco, CA 94105  
**Questions:** Visit [SBA.gov/CA/SF](http://SBA.gov/CA/SF), email [SFOMail@sba.gov](mailto:SFOMail@sba.gov) or call (415) 744-6820 Monday to Friday 8 a.m. - 4:30 p.m.

The SBA’s free classes are made possible by volunteer presenters. The classes do not constitute or imply an endorsement by SBA of any opinions, products, or services of any private individual or entity. All SBA programs and services are extended to the public on a nondiscriminatory basis. Reasonable accommodations for persons with disabilities will be made if requested in advance.